

AGENDA

COMMITTEE ON FINANCE

**December 6, 2005
Mayor and All Aldermen**

**Upon Recess of BMA
Aldermanic Chambers
City Hall (3rd Floor)**

1. Mayor Baines calls the meeting to order.
2. The Clerk calls the roll.
3. Communication from Stephanie Lewry, Executive Director of Intown Manchester, requesting a special appropriation not to exceed \$1,000.00 for repair of electrical circuits for holiday lighting on Elm Street.
Ladies and Gentlemen, what is your pleasure?

4. Resolutions: **(A motion is in order to read by titles only.)**

“Amending the FY2003 Community Improvement Program, authorizing and appropriating funds in the amount of Seven Thousand Two Hundred Two Dollars and Forty Cents (\$7,202.40) for the FY2003 CIP 215903 Lead Hazard Control Grant Program.”

“Amending the FY2006 Community Improvement Program, authorizing and appropriating funds in the amount of One Hundred Fifty Thousand Dollars (\$150,000) for the FY2006 CIP 214206 Manchester Health Care Access Review Program.”

“Amending the FY2006 Community Improvement Program, authorizing and appropriating funds in the amount of Two Thousand Twenty Eight Dollars (\$2,028) for FY2006 CIP 410706 NH DWI Patrol Program.”

“Amending the FY2006 Community Improvement Program, authorizing and appropriating funds in the amount of Eight Thousand Dollars (\$8,000) for FY2006 CIP 411806 Project Safe Neighborhoods Program.”

“Amending the FY2006 Community Improvement Program, authorizing and appropriating funds in the amount of Forty Three Thousand Eight Hundred Sixty Two Dollars (\$43,862.00) for FY2006 CIP 713106 Trolley Crossing PS Force Main Project.”

“Authorizing the Finance Officer to effect a transfer of Seventy Five Thousand Dollars (\$75,000.00) from Contingency to Environmental Protection Division – Chemicals.”

A motion is in order that the Resolutions ought to pass and be enrolled.

5. CIP Budget Authorizations:

215903	Lead Hazard Control Program – Revision #1
214206	Manchester Health Care Access Review Program
410706	NH DWI Patrol Program – Revision #3
411806	Project Safe Neighborhoods
711806	CSO Crescent Road Basin
711906	CSO Poor/Schiller Street Area
713106	Trolley Crossing PS Force Main

A motion is in order that the CIP budget authorizations be approved, subject to final adoption of related resolutions.

TABLED ITEM

A motion is in order to remove the following item from the table for discussion.

6. Resolution: (A motion is in order to read by title only.)

“Authorizing the Finance Officer to effect a transfer of One Thousand Dollars (\$1,000.00) from Contingency to Highway – Miscellaneous.”

(Tabled October 18, 2005 pending further information.)

7. If there is no further business, a motion is in order to adjourn.

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November 28, 2005

Board of Mayor and Aldermen
City of Manchester
City Hall Plaza
Manchester, NH 03101

RE: Request for special appropriation of \$1000 for repair of electrical circuits for holiday lighting

Dear Mayor Baines and Board of Aldermen,

Through the coordinated efforts of the Parks Department, Traffic Department, Highway Department, and Intown Manchester, the holiday decorations were once again installed in time for the annual Christmas Parade. This may appear to be a routine task, but each year we seem to discover problems that require trouble shooting and last minute repairs. With unexpected weather delays and the Thanksgiving holidays, time is always an issue, and we are very grateful for our dedicated city employees who have been willing to help out, so the city can be decorated in time for the Christmas Parade.

This year our main problems were focused on the snowflakes that illuminate Elm Street – we have two sections where electrical service was out of order, and the snowflakes remained dark:

- North of Bridge - Between PSNH and the city's Public Works Departments, service to the area north of Bridge Street was restored in time for the Christmas Parade, and at least one business (Lemay Jewelers) took the time to call with thanks for remedying the problem so quickly.
- East side of Elm Street - The remaining problem is located on the east side of Elm Street, between Amherst and Bridge Streets. None of the snowflakes in this corridor are illuminated. The Highway Department suggested that this problem may be due to an underground wire that provides the supplemental power to the utility poles, but this is only a guess. The source of the electrical failure may be a civic power box that was damaged by snow plows during a snow storm last year, but again, we are not sure. In any case, an electrical contractor will be needed to make the repair.

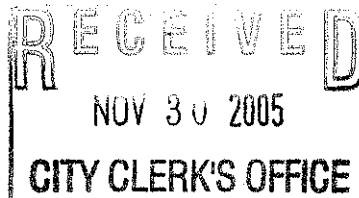
I am in the process of getting a repair estimate from electrical contractors. One conversation with a contractor suggested it could be a minor repair, but that if more trouble shooting was necessary to find the problem, it might take two (or more) days and could cost upwards of \$ 800 - \$1000.

This letter is a request for a special appropriation of no more than \$1000 for the repair of an electrical conduit on the east side of Elm Street between Amherst and Bridge Streets. If you wish, Intown Manchester would be willing to oversee this project.

Thank you for your consideration and prompt attention to this timely matter.

Sincerely,

Stephanie Lewry, Executive Director



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City of Manchester New Hampshire

In the year Two Thousand and Five

A RESOLUTION

"Amending the FY2003 Community Improvement Program, authorizing and appropriating funds in the amount of Seven Thousand Two Hundred Two Dollars and Forty Cents (\$7,202.40) for the FY2003 CIP 215903 Lead Hazard Control Grant Program."

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2003 CIP as contained in the 2003 CIP budget; and

WHEREAS, Table 1 contains all sources of Federal, State and Other funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen desires to accept loan proceeds in the amount of \$7,202.40 from the repayment of a project loan for the implementation of the Lead Hazard Control Grant Program;

NOW, THEREFORE, be it resolved that the 2003 CIP be amended as follows:

By increasing:

FY2003 CIP 215903 Lead Hazard Control Grant Program - \$7,202.40 Other
(From \$0 Other to \$7,202.40 Other) (Total budget increased from \$895,725 to \$902,927.40)

Resolved, that this Resolution shall take effect upon its passage.

4

City of Manchester New Hampshire

In the year Two Thousand and Five

A RESOLUTION

“Amending the FY2006 Community Improvement Program, authorizing and appropriating funds in the amount of One Hundred Fifty Thousand Dollars (\$150,000) for the FY2006 CIP 214206 Manchester Health Care Access Review Program.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2006 CIP as contained in the 2006 CIP budget; and

WHEREAS, Table 1 contains all sources of Federal, State and Other funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to accept donations in the amount of \$150,000 from various foundations to examine access to health care services in Manchester;

NOW, THEREFORE, be it resolved that the 2006 CIP be amended as follows:

By adding:

FY2006 CIP 214206 Manchester Health Care Access Review Program - \$150,000 Other

Resolved, that this Resolution shall take effect upon its passage.

4

City of Manchester New Hampshire

In the year Two Thousand and Five

A RESOLUTION

"Amending the FY 2006 Community Improvement Program, authorizing and appropriating funds in the amount of Two Thousand Twenty Eight Dollars (\$2,028) for FY2006 CIP 410706 NH DWI Patrol Program."

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2006 CIP as contained in the 2006 CIP budget; and

WHEREAS, Table 1 contains all sources of State, Federal and Other funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to accept grant funds from the State of New Hampshire Highway Safety Agency to implement DWI Patrols;

NOW, THEREFORE, be it resolved that the 2006 CIP be amended as follows:

By increasing:

FY2006 410706 – NH DWI Patrol Program - \$2,028 State

Resolved, that this Resolution shall take effect upon its passage.

4

City of Manchester New Hampshire

In the year Two Thousand and Five

A RESOLUTION

"Amending the FY2006 Community Improvement Program, authorizing and appropriating funds in the amount of Eight Thousand Dollars (\$8,000) for FY2006 CIP 411806 Project Safe Neighborhoods Program."

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2006 CIP as contained in the 2006 CIP budget; and

WHEREAS, Table 1 contains all sources of State, Federal and Other funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to accept grant funds from the State of New Hampshire Department of Justice to operate a Project Safe Neighborhoods Program;

NOW, THEREFORE, be it resolved that the 2006 CIP be amended as follows:

By adding:

FY2006 - 411806 Project Safe Neighborhoods Program - \$8,000 State

Resolved, that this Resolution shall take effect upon its passage.

4

City of Manchester New Hampshire

In the year Two Thousand and Five

A RESOLUTION

"Amending the FY2006 Community Improvement Program, authorizing and appropriating funds in the amount of Forty Three Thousand Eight Hundred Sixty Two Dollars (\$43,862.00) for FY2006 CIP 713106 Trolley Crossing PS Force Main Project."

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2006 CIP as contained in the 2006 CIP budget; and

WHEREAS, Table 1 contains all sources of Federal, State and Other funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen desires to accept funds in the amount of \$43,862 from the State of New Hampshire Department of Transportation for design work necessary to relocate a sewer line currently under the State's Merrimack River Bridge Reconstruction Project; and

NOW, THEREFORE, be it resolved that the 2006 CIP be amended as follows:

1) **By creating:**

FY2006 CIP 713106 – Trolley Crossing PS Force Main - \$43,862 State

Resolved, that this Resolution shall take effect upon its passage.

4

City of Manchester New Hampshire

In the year Two Thousand and Five

A RESOLUTION

“Authorizing the Finance Officer to effect a transfer of Seventy Five Thousand Dollars (\$75,000.00) from Contingency to Environmental Protection Division - Chemicals”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

That the Finance Officer be and is hereby directed to effect a transfer from Contingency Adjustment as follows:

Chemicals	Account 2701E20684.....\$75,000.00
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Resolved, that this resolution shall take effect upon its passage.

For “25% increase in chemical costs”



**City Of Manchester
Department of Highways
Environmental Protection Division**

300 Winston Street
Manchester, New Hampshire 03103-6826
(603) 624-6595 Fax (603) 628-6234

Frank C. Thomas, P.E.
Public Works Director

Kevin A. Sheppard, P.E.
Deputy Public Works Director

MEMORANDUM

DATE: November 10, 2005

#05-253

TO: Kevin Clougherty

FROM: Thomas W. Seigle, P.E. *T. Seigle*

RE: Transfer of Funds

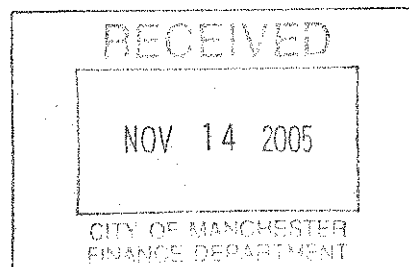
It is requested that \$75,000 within our budget be transferred from line item 903 – Contingency to line item 684 – Chemicals.

The transfer is necessary due to the 25% increase in chemical costs and the unusually high amount of precipitation causing increased usage..

Thank you for your assistance.

/djv

cc June George – EPD
Thomas Corey – EPD



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CIP BUDGET AUTHORIZATION

CIP #: 215903	Project Year: 2003	CIP Resolution: 6/4/2002
Title: Lead Hazard Control Program	Amending Resolution: 12/6/2005	
Administering Department: Planning Department	Revision: 1	

Project Description: A comprehensive lead hazard control program which is designed to remove lead-based paint hazards as well as other health and safety dangers from low-income housing. A minimum of 135 units of housing will be addressed as a result of this funding.

Federal Grants

Federal Grant: **Yes**
Grant Executed: ☐

Environmental

Review Required: **Yes**
Completed: **Yes**

Critical Events

1	Program Initiation	2/18/2003
2	Program Completion	3/31/2006
3		
4		
5		

Expected Completion Date: **3/31/2006**

Line Item Budget

	FEDERAL	OTHER		TOTAL
Salaries and Wages	\$15,633.00	\$0.00	\$0.00	\$15,633.00
Fringes	\$7,817.00	\$0.00	\$0.00	\$7,817.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$872,275.00	\$7,202.40	\$0.00	\$879,477.40
TOTAL	\$895,725.00	\$7,202.40	\$0.00	\$902,927.40

Revisions

#1 - Total budget increased \$7,202.40 from \$895,725 to \$902,927.40 due to the repayment of loan proceeds.

Comments

Return of loan funds due to the sale of rental property.

CIP BUDGET AUTHORIZATION

CIP #: 214206 Project Year: 2006 CIP Resolution: 5/17/2005
 Title: Manchester Health Care Access Review Program Amending Resolution: 12/6/2005
 Administering Department: Health Department Revision:

Project Description: Funding to coordinate a comprehensive community planning process to examine access to healthcare for Manchester's vulnerable population

Federal Grants Federal Grant: No **Environmental** Review Required: No
 Grant Executed: Completed:

Critical Events

1	Program Initiation	12/6/05
2	Program Completion	11/30/07
3		
4		
5		

Expected Completion Date: 11/30/2007

Line Item Budget

	OTHER			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$150,000.00	\$0.00	\$0.00	\$150,000.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$150,000.00	\$0.00	\$0.00	\$150,000.00

Revisions

COMMENTS

Department authorization to expend funds is contingent upon receipt of donations. Expenses to be consistent with incoming donations.

5

CIP BUDGET AUTHORIZATION

CIP #: 410706	Project Year: 2006	CIP Resolution: 5/17/2005
Title: NH DWI Patrol Program		Amending Resolution: 12/6/2005
Administering Department: Police Department		Revision: 3

Project Description: **Operation of DWI sobriety checkpoints in cooperation with the NH State Police to identify and apprehend impaired drivers, increase public awareness and reduce serious motor vehicle accidents.**

Federal Grants

Federal Grant: **No**
 Grant Executed:

Environmental

Review Required: **No**
 Completed:

Critical Events

1	Program Initiation	12/6/05
2	Program Completion	9/15/06
3		
4		
5		

Expected Completion Date: **9/15/2006**

Line Item Budget

	STATE			TOTAL
Salaries and Wages	\$17,737.20	\$0.00	\$0.00	\$17,737.20
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$17,737.20	\$0.00	\$0.00	\$17,737.20

Revisions

- #1 \$6,000 approved as a part of 2006 CIP, \$4,284 of grant funds actually received.
- #2 \$3,744 of additional grant funds received increasing budget by \$2,028 to \$8,028.
- #3 \$9,709.20 of additional grant funds received increasing budget from \$8,028 to \$17,737.20.

COMMENTS

CIP BUDGET AUTHORIZATION

CIP #: 411806

Project Year: 2005

CIP Resolution: 5/17/2005

Title: Project Safe Neighborhoods

Amending Resolution: 12/6/2005

Administering Department: Police Department

Revision:

Project Description:

The program will concentrate on juvenile gun violence prevention through community outreach and education.

Federal Grants

Federal Grant: No

Environmental

Review Required: No

Grant Executed:

Completed:

Critical Events

1	Program Initiation	12/6/05
2	Program Completion	9/30/2006
3		
4		
5		

Expected Completion Date:

9/30/2006

Line Item Budget

	STATE			TOTAL
Salaries and Wages	\$4,568.00	\$0.00	\$0.00	\$4,568.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$3,432.00	\$0.00	\$0.00	\$3,432.00
TOTAL	\$8,000.00	\$0.00	\$0.00	\$8,000.00

Revisions

COMMENTS

5

CIP BUDGET AUTHORIZATION

CIP #: 711806	Project Year: 2006	CIP Resolution: 5/17/2005
Title: CSO Crescent Road Basin	Amending Resolution: <input type="text"/>	
Administering Department: Highway EPD	Revision: <input type="text"/>	

Project Description Enterprise funding to finance the construction of sewers and drains necessary to eliminate the combined sewer overflow from the Crescent Road basin in accordance with the Federal Consent Order.

Federal Grants	Federal Grant: <input type="text" value="No"/>	Environmental	Review Required: <input type="text" value="No"/>
	Grant Executed: <input type="text"/>		Completed: <input type="text"/>

Critical Events

1	Program Initiation	February 06
2	Program Completion	December 08
3		
4		
5		

Expected Completion Date: 12/31/2008

Line Item Budget

	ENTERPRISE			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$450,000.00	\$0.00	\$0.00	\$450,000.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$3,149,000.00	\$0.00	\$0.00	\$3,149,000.00
Other	\$1,000.00	\$0.00	\$0.00	\$1,000.00
TOTAL	\$3,600,000.00	\$0.00	\$0.00	\$3,600,000.00

Revisions

COMMENTS

Need Bond Authorization as funds will come from the State Revolving Fund.

CIP BUDGET AUTHORIZATION

CIP #: 711906

Project Year: 2006

CIP Resolution: 5/17/2005

Title: CSO Poor/Schiller Street Area

Amending Resolution

Administering Department: Highway EPD

Revision:

Project Description

Enterprise funding for construction of sewers and drains necessary to eliminate the combined sewer overflow from the Poor Street and Schiller Street basins in accordance with the Federal Consent Order.

Federal Grants

Federal Grant: No

Environmental

Review Required: No

Grant Executed:

Completed:

Critical Events

1	Program Initiation	February 06
2	Program Completion	December 08
3		
4		
5		

Expected Completion Date:

12/31/2008

Line Item Budget

	ENTERPRISE			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$450,000.00	\$0.00	\$0.00	\$450,000.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$4,849,000.00	\$0.00	\$0.00	\$4,849,000.00
Other	\$1,000.00	\$0.00	\$0.00	\$1,000.00
TOTAL	\$5,300,000.00	\$0.00	\$0.00	\$5,300,000.00

Revisions

COMMENTS

Need Bond Authorization as funds will come from the State Revolving Fund.

CIP BUDGET AUTHORIZATION

CIP #: **713106** Project Year: **2006** CIP Resolution: **5/17/2005**
 Title: **Trolley Crossing PS Force Main** Amending Resolution: **12/6/2005**
 Administering Department: **Highway - EPD** Revision:

Project Description: **Design & construction engineering services, required by New Hampshire Department of Transportation, for sewer line relocation under the State's Merrimack River Bridge Reconstruction project.**

Federal Grants

Federal Grant: **No**
 Grant Executed:

Environmental

Review Required: **No**
 Completed:

Critical Events

1	Project Initiation	12/07/05
2		06/30/09
3		
4		
5		

Expected Completion Date: **6/30/2009**

Line Item Budget

	STATE			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$19,434.00	\$0.00	\$0.00	\$19,434.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$24,428.00	\$0.00	\$0.00	\$24,428.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$43,862.00	\$0.00	\$0.00	\$43,862.00

Revisions

COMMENTS

Funds to be received from the New Hampshire Department of Transportation

6

City of Manchester
New Hampshire

In the year Two Thousand and Five

A RESOLUTION

"Authorizing the Finance Officer to effect a transfer of One Thousand Dollars (\$1,000.00) from Contingency to Highway - Miscellaneous"

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

That the Finance Officer be and is hereby directed to effect a transfer from Contingency Adjustment as follows:

Miscellaneous	Account 5000C10890.....\$1,000.00
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Resolved, that this resolution shall take effect upon its passage.

For "municipal/county clean-up project"